



OPEN EXAMINATION BULLETIN

HEALTH FACILITIES EVALUATOR NURSE
OPEN SPOT-VARIOUS LOCATIONS
CONTINUOUS TESTING

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is the objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY: Persons who meet the minimum qualifications (entrance requirements) as stated. This is an open examination. Applications will NOT be accepted on a promotional basis.

HOW TO APPLY: To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available and may be filed in person or by mail with:

DEPARTMENT OF HEALTH SERVICES
LICENSING AND CERTIFICATION
1800 3RD STREET, SUITE 210
P.O. BOX 942732
SACRAMENTO, CA 94234-7320

(916) 445-2090
TDD (916) 657-3042

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

SPECIAL TESTING INFORMATION: If you have a disability and need special arrangements, mark the appropriate box on the application Form STD. 678. You will be contacted to make specific arrangements.

FINAL FILING DATE: There is no final filing date. Filing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.

SALARY RANGES: \$3780-\$4555 per month.

(This class has the authority for hiring above minimum salary. Nurses working in Alameda, Contra Costa, San Francisco, San Mateo, Santa Clara and Sonoma counties are hired at \$4,555. Nurses in all other counties are hired at \$4,163.)

IDENTIFICATION REQUIREMENT: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

POSITION DESCRIPTION: A Health Facilities Evaluator Nurse is at the journey person level. Incumbents conduct inspections, investigations, surveys, and evaluations of health facilities for conformity with licensing and certification requirements of the Department of Health Services and for compliance with state and federal laws, rules and regulations relating to medical care; advise health facilities' administrators and community agencies regarding state health facilities inspection, licensing and certification programs. Primary responsibility is for enforcement of state and federal laws, rules, and regulations pertaining to areas affecting total patient care such as, but not limited to: Physician and nursing services, staffing and training, medical records, dietetic and pharmaceutical services, quality of life, facility practices. Incumbents may act as team leaders and may assist in the training of new staff.

Positions exist in Anaheim, Bakersfield, Berkeley, Chico, Daly City, Fresno, Napa, Riverside, Sacramento, San Bernardino, San Diego, San Francisco, San Jose, Santa Rosa and Ventura

Indicate in Question No. 1 of your application the location where you wish to establish eligibility. Candidates may only establish eligibility in one location. Persons who file for more than one location on one application or who file multiple applications will be scheduled for the location nearest their residence as indicated on the application. Indicate the location for which you are applying directly under the examination title on your application.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION: It is your responsibility to make sure you meet the education and/or experience requirements stated below. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **MUST** contain the following information: "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable). College course information **MUST** include: title, semester or quarter units, name of institution, completion dates, and degree (if applicable). **Applications/resumes received without this information will be rejected.**

MINIMUM QUALIFICATIONS: Possession of the legal requirements to practice as a professional registered nurse in California.
and

One year of professional nursing experience which includes a minimum of six months of administrative responsibility requiring definition and implementation of operational program policy for maintenance of nursing care standards, (Equivalent to college graduation with a Bachelor of Science Degree in Nursing may be substituted for the required administrative experience.) Experience in the California state service applied toward this requirement must be performing the duties of a class at a level of responsibility equivalent to that of Registered Nurse III.

Possession of a Master's Degree in a recognized health field, i.e., microbiology, laboratory technology, nursing, physical therapy, psychology, medical social work, or other health-related field from a recognized school, may be substituted for the one year of the required general experience.

NOTE: APPLICANTS MUST SHOW THEIR RN LICENSE NUMBER, TITLE, AND EXPIRATION DATE ON THEIR APPLICATION.

DESIRABLE CHARACTERISTICS: Willingness to travel throughout the state.

EXAMINATION INFORMATION: A candidate may be tested only once during any testing period. The testing periods for this examination are January 1 through December 31.

This examination will consist of a written examination weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70 percent must be attained on the test.

WRITTEN SCOPE:

- 1. Facility Operations and Standards of Patient Care.
- 2. Medical terminology.
- 3. Writing Skills.
- 4. Reading Comprehension/Analytical Skills.

ELIGIBLE LIST INFORMATION: Names of successful competitors are merged into the list in order of final scores regardless of date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period

VETERANS' PREFERENCE: Veterans preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points through the State Personnel Board. Due to changes in the law, which were effective January 1, 1996, **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS.**

GENERAL INFORMATION

Applications are available at State Personnel Board office, through the Internet at <http://www.spb.ca.gov>, at local offices of the Employment Development Department, and the Department noted on this bulletin.

If you meet the requirements stated on this announcement, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

The Department of Health Services reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

Veteran's Preference: California law allows granting of veteran's preference points in open entrance examinations and open non-promotional examinations. Credit in open examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.
The California Relay (Telephone) Service for the Deaf or Hearing Impaired:
MCI From TDD: 1-800-735-2929 MCI From VOICE TELEPHONE: 1-800-735-2922
Sprint From TDD: 1-888-877-5378 Sprint From Voice Telephone: 1-888-877-5379